

OFFICIAL PROCEEDINGS
CITY OF HERREID, SOUTH DAKOTA

January 15, 2020

The Herreid City Council was called to order by Mayor Gary Weismantel on the above date at 7:30pm at City Hall. The following members were present: A. Dupper, T. Fuehrer, K. Rossow, P. Weisbeck, B. Rossow, with A. McNeil absent. Also present were: Neeley, Finance Officer; Hall, Part-time Finance Officer; and Orland Geigle, Prairie Pioneer.

Moved by Dupper, seconded by Weisbeck to approve the agenda; all members present voted aye, motion carried.

Moved by B. Rossow, seconded by Fuehrer to approve the December 2, 2019 meeting minutes; all members voted aye, motion carried.

Moved by Dupper, seconded by Fuehrer, all members present voted aye, motion passed to approve the following claims for January 2020:

Streets, salary \$1,739.58; Sewer, salary \$1,776.42; Water, salary \$1,776.42; Finance Office, salary \$3,731.01; Council, salary \$1,569.94; Mayor, salary \$470.98; Baumann's Service, Fuel/Supplies \$568.94; Campbell Co. Bank, ACH Fees \$28.60; Campbell Co. Bank, Loan Orig Fees-Sewer Proj \$150.00; Campbell Co. Insurance, Sr. Ctr. Insurance \$306.00; Campbell Co. Sheriff, Services \$1,957.80; Elmer's Welding, Water/Street Dept repairs \$187.92; Emmons County Recorder, Advertising \$67.32; Financial Agent, Payroll Taxes \$2,608.90; Fresh Start Market, Office Supplies \$18.14; HealthPool of SD, Insurance \$10.50; Heartland Waste, Garbage Collections \$4,425.00; Helms and Associates, Sewer Project-Engineering fees \$70,857.30; Herreid Concrete, Fill Gravel \$145.44; Herried Lumber, Supplies \$183.31; Herreid Super Stop, Fuel/Supplies \$142.63; Kroontje Law Office, Services \$864.50; Marc, Supplies/chemicals \$2,934.76; MDU, Utilities \$2,161.27; North Central Dragline, Repairs \$408.00; Carol Ottenbacher, Services \$80.00; Prairie Pioneer, Advertising \$677.82; Prairie Pioneer, Annual Subscription \$48.00; Quill Corporation, Office Supplies \$149.65; Riteway Business forms, Office Supplies \$114.00; SD Association of Code Enforcement, Annual Dues \$40.00; SD Dept of Health, Water Samples \$237.00; SD Dept of Revenue, Sales Taxes \$403.93; SD Gov Finance Officers Assoc., Annual Dues \$40.00; SD Gov Human Resources Assoc., Annual Dues \$25.00; SD Municipal League, Annual Dues \$568.26; SD Municipal Street Maint. Assoc., Annual Dues \$35.00; SD One Call, Locates \$3.36; SD Retirement, Retirement \$1,180.04; SD Rural Water, Conference \$225.00; Servall, Services \$69.76; Slater Oil & LP Gas, Propane \$1,473.90; T-P Excavating, Repairs \$74.00; USDA, Loan-Hwy Proj \$1,161.00; USDA, Loan- Wastewater Proj \$1,032.00; Valley Telco, Services \$302.60; WEB Water, Elm St. project \$8,566.89; WEB Water, Bulk Water \$5,142.44; Dakota Pump & Control, repairs to pump station \$1,091.84; St. Joseph Construction, repairs \$1,208.00; Campbell County Insurance, \$1,056.00; CES, fees \$1,500.00; B & B Construction, Sewer Proj \$17,163.12

No sheriff's report was available for December 2019.

In public comments, Council members have received complaints related to dogs running loose and excessive barking. City Code prohibits "any dog, or other animal to run at large". Council members have also received complaints related to parking and blocking alleys, and large trucks parking on shoulders which interfere with snow removal. Council directed FO Neeley to consult with the Campbell County Sheriff, and City Attorney on the matter.

Ordinance 2017-9, was read, moved by Fuehrer, seconded by K. Rossow, all members voted aye; motion carried.

ORDINANCE NO. 2019-7

AN ORDINANCE TO AMEND CHAPTER 22 OF THE REVISED ORDINANCES OF HERREID REGULATING WATER AND/OR WASTEWATER USE IN THE CITY OF HERREID AND REPEALING ORDINANCES 2019-01, 2019-02, 207, 208, 210, #00-02, #2007-06, 2008-04, #2009-02, #2010-07, 2010-08, 2011-04, #2011-05, #2012-02, 2012-05, 2013-01, 2016-02, and 2017-04.

BE IT ORDAINED by the City of Herreid, Campbell County, South Dakota, that the following ordinances 2019-01, 2019-02, 207, 208, 210, #00-02, #2007-06, 2008-04, #2009-02, #2010-07, 2010-08, 2011-04, #2011-05, #2012-02, 2012-05, 2013-01, 2016-02, and 2017-04 are hereby repealed.

BE IT FURTHER ORDAINED THAT

CHAPTER 22, SECTION 7 SHALL BE AMENDED AS FOLLOWS:

SPECIAL FEES AND CHARGES

- Subsection 1. Any person desiring water and/or wastewater services(s) from the City of Herreid for a premise(s) not theretofore connected to the systems shall pay to the City Finance Officer as a connection charge the sum of twenty-five dollars (\$25.00) for a water or sewer or combination of both connections. An exception to the prohibition of pro-rating bills shall be made for purposes of seasonal or temporary use hookups.
- Subsection 2. Every user shall, prior to receiving water and/or wastewater service(s), deposit with the City Finance Officer an amount of one hundred and twenty-five dollars (\$125.00). Said deposit shall be held in a separate fund by the City Finance Officer as a guarantee of payment for water and/or wastewater charges. Said deposit shall be refundable after two years if said user remains current on their monthly payments. Whenever water and/or wastewater service(s) to a user is discontinued prior to two years of service, the balance of the deposit for water and/or wastewater service(s) shall be returned to said user, less any amount due for service.
- Subsection 3. A disconnect fee will not be assessed for discontinuing water and/or wastewater services(s) whether for non-payment or at the request of the property owner or other authorized person. There shall be a fee of thirty dollars (\$30.00) charged for reestablishing water and/or wastewater service(s) whether due to non-payment or due to the request for discontinuance from the property owner or other authorized person.

CHAPTER 22, SECTION 8 SHALL BE AMENDED AS FOLLOWS:

PAYMENT OF THE USER'S WATER AND WASTEWATER CHARGES AND PENALTIES

- Subsection 1. All charges and fees for water and/or wastewater service(s) shall become due and payable to the City Finance Officer on the 15th day of the second month following the month the service(s) was rendered. The City shall add a late fee of five dollars (\$5.00) per month if payment is not received or postmarked before said date.
- Subsection 2. The City Finance Officer shall prepare a list of all delinquent utility users whose payments are more than sixty (60) days delinquent. The City Finance Officer shall present said list of delinquent payments to the City Council at their regular monthly meeting.

- Subsection 3. Should any user fail to pay the charges as well as any and all associated penalties within ninety (90) days from the date they become due and payable, the City may discontinue service(s) to the property.
- Subsection 4. Any user whose service(s) were disconnected for non-payment shall be required to pay all charges as well as any and all associated penalties due prior to having services restored.
- Subsection 5. In addition to the other remedies provided by this Section, the City may proceed against any user in any civil action, in any court of competent jurisdiction to collect overdue charges.

CHAPTER 22, SECTION 9 SHALL BE AMENDED AS FOLLOWS:

RATE CHARGES AND FEES

- Subsection 1. Water users within the City limits of Herreid shall pay to the City Finance Officer a minimum base charge of \$26.00 per month for the first 3,000 gallons of water used. The cost per 1,000 gallons of water used between 3,001 and 7,000 gallons shall be \$3.60. The cost per 1,000 gallons used between 7,001 and 12,000 gallons shall be \$4.10. The cost per 1,000 gallons used over 12,000 gallons shall be \$4.60.
- Subsection 2. Water users outside the City limits of Herreid shall pay to the City Finance Officer a minimum base charge of \$36.00 per month for the first 3,000 gallons of water used. The outer limits cost per 1,000 gallons used between 3,001 and 7,000 gallons shall be \$4.35. The outer limits cost per 1,000 gallons used over 7,000 gallons shall be \$4.85.
- Subsection 3. Sewer users within the City of Herreid shall pay to the City Finance Officer a minimum base charge of \$15.50 per month for sewer use. Sewer users outside of the City limits of Herreid shall now pay a minimum base charge of \$32.50 per month for sewer use.
- Subsection 4. All rates, charges, fees and schedules required by this ordinance shall be as set by the City Board and rate changes shall be made as set forth in Section 10 of this chapter.

Learned that B & B Construction has begun the Mobilization phase of the sewer improvement project.

Heard that Municode has provided a first draft of the proposed revised code book. Electronic copies are available for Council review.

Heard that Dick Werner had arranged for ISG Inc. Engineering to visit Herreid on January 22, weather permitting to look at the City Pool. There is no charge for the visit, and a proposal will be developed.

Discussed that electrical work at the Water Tower, and replacement of the streetlight bulbs is pending, the contractor reports he is still a few weeks out for availability.

Reviewed four utility accounts that are 90 days delinquent. Two accounts are turned off, and two are active. FO Neeley will send letters to the active accounts. The accounts that are turned off will continue to accrue charges and late fees, service will not be restored until the balance is paid.

Learned that the Sewer CD matured, moved by Dupper, second by Weisbeck; all members present voted aye, motion passed to approve renewal of CD with Campbell County Bank.

Heard about training opportunities through SDML, SDOEM, and MAP in the coming months.

Learned that Campbell County has requested use of the Sr. Citizen Center for June 2, 2020 and November 3, 2020 elections. Directed FO Neeley to reserve the dates and notify the County.

Moved by Dupper, second by K. Rossow; all members present voted aye, motion passed to transfer all money remaining in the Garbage Fund from 2019 to the Sewer Reserve fund.

Moved by K. Rossow, second by Fuehrer; all members present voted aye, motion passed to approve the agreement with CED to provide code enforcement services, with no increase in rates for 2020 (retainer \$1,500).

Moved by K Rossow, second by B. Rossow; all members present voted aye, motion passed to approve the Cooperative Law Enforcement Funding Agreement with the Campbell County Sheriff's Department (cost \$2,001.51 monthly) for 2020.

Moved by Weisbeck, second by K. Rossow; all members present voted aye, motion passed to approve Inspection Agreement with Dakota Pump and Control (cost \$560.00) for Lagoon pump station inspection in 2020.

Learned the vacancies for the March 2020 election are: Alderman-Ward 1 2-year term, Alderman-Ward 2 2-year term, Alderman-Ward 3 2-year term; Alderman-Ward 3 1-year term.

Moved by K. Rossow, seconded by B. Rossow, all members present voted aye, motion passed to combine the 2020 City election with Herreid School election, if an election is needed.

Moved by K. Rossow, seconded by B. Rossow, all members present voted aye, motion passed to approve the Prairie Pioneer as the City's official newspaper for 2020 and Campbell County Bank as the City's official banking institution for 2020, all members present voted aye, motion carried.

A written maintenance report was read, as Maintenance Goehring was attending training. Reported was department focus on snow removal , and Christmas decoration removal in December. A dyke inspection recommendation that a tree pile be burned was discussed, with Council advising permissions to be received, and fire department notified prior to burn.

FO Neeley reported that December activity included attendance of Annual Report training in Pierre-which had been beneficial, development of the payroll schedule, and preparation for year end. FO Neeley was directed to begin process to become a Notary.

At 8:50pm Dupper moved, K. Rossow seconded to go into Executive Session pursuant to SDCL 1-25-2 (1) personnel. All members present voted aye; motion carried. At 8:50pm Mayor Gary Weismantel declared the council out of Executive Session. Moved by Dupper, seconded by Fuehrer, all members present voted aye; motion carried to approve the 2020 Payroll Resolution.

RESOLUTION 2020-01

PAYROLL PUBLICATION: WHERE AS SDCL 6-1-10 provides that the governing board of Each municipality shall publish with the minutes of the first meeting following the beginning of the fiscal year a complete list of salaries of all officers and employees and thereafter shall publish once any salary paid to any officer or employee who has been added or whose salary had been changed. The governing board shall publish, in their minutes, at least monthly, a total of payroll by department.

NOW THEREFORE BE IT RESOLVED that the entire wage schedule for the City of Herreid for the year 2020 includes no wage increases, and be published as follows: Mayor, Gary Weismantel \$600.00/year, plus \$60.00 per meeting attended; Council Members: Adrienne Dupper, Troy Fuehrer, Abbie McNeil, Kim Rossow, Robert Rossow \$500.00/year, plus \$50.00 per meeting attended; Maintenance Supervisor, Ryan Goehring \$17.00/hour, plus \$3.50/hour in-lieu-of insurance; Finance Officer, Melinda Neeley \$16.00/hour, plus \$3.50/hour in-lieu-of insurance; Part-time Finance Officer, Keith Hall \$21.00/hour; Part-time Water/Maintenance, Kenny Weintjes \$25.00/hour; Part-time Maintenance, Willis Van Heukelom \$16.00/hour; Part-time Maintenance Rick Quaschnick \$16.00/hour. The Mayor and Council will be paid quarterly; part-time and/or seasonal will be paid monthly; full-time permanent will be paid semi-monthly.

The next regularly scheduled Council meeting will be Monday, February 10th at 7:30pm.

With no further business, meeting was adjourned at 9:43pm.

Gary Weismantel, Mayor

ATTEST: _____

Keith Hall, Melinda Neeley, Finance Officer

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